

Filming Permit Process

National Park Service
U.S. Department of the Interior

WWII Valor in the Pacific National Monument



To: Production Company
From: **WWII Valor in the Pacific National Monument**
(Attn: Commercial Services Program Manager)
1845 Wasp Blvd., Bldg. 176 Honolulu, HI 96818
phone: (808) 725-6150 fax: (808) 725-6161
email: VALR_Commercial_Services@nps.gov

The National Park Service (NPS) is allowed to issue permits for filming and photography to an eligible applicant only if specified criteria are met. Among other things, NPS is prohibited by law from permitting any filming, still photography, or other related activity that presents a likelihood of resource damage, would cause an unreasonable disruption of the public's use and enjoyment of the site, or poses health or safety risks to the public. Issuance of any filming and photography permit will be subject to terms and conditions, which must be accepted in writing by the permit holder before the permit will become effective. In addition to other conditions, permit holders are required to carry specified types and levels of insurance and to indemnify and hold harmless the United States from liabilities in connection with the permit. Neither the application for a filming and photography permit nor the permit, once issued, may be transferred or assigned.

To apply for a Special Use Permit for filming and photography: Completion of the permit application form will assist NPS in determining whether to grant or deny a request for a permit. To be considered, applicants must submit the following:

1. Complete, sign, and return the permit application form, NPS Form 10-931
2. Submit a copy of the Insurance Services Office policy form (ISO, Certificate of Insurance), or its equivalent, endorsed by a company official naming the **United States Government, National Park Service, WWII Valor in the Pacific NM** as additionally insured for a minimum of \$1,000,000.00. To be solely identified as a Certificate Holder is not acceptable. All insurers for all coverage must be rated no lower than A- by the most recent edition of the Best's Key Rating Guide (Property-Casualty Edition); must have a Best's Financial Size Category of at least VII according to the most recent edition of A.M. Best's Key Rating Guide (Property-Casualty Edition); and must be admitted, licensed, and approved to operate in the state of Hawaii.
3. The National Park Service is required by law to charge a reasonable fee for commercial filming activities and to collect any costs incurred as a result of filming activities. Submit a check or money order payable to the **National Park Service** for the combined amount of the nonrefundable Permit Application Fee, mandatory Location fee, and Filming (Escort) Fee. **The Permit Application Fee is \$150. The Location Filming Fee will depend on the type of filming, the total number of people involved in the production, and the number of days filming in the park. The NPS Staff Escort fee is \$50 per hour with a two hour minimum per day.** (Note: NPS tax exempt ID number is 140001849)

MANDATORY LOCATION FILMING FEES

Motion Pictures/Videos

1 - 10 people	\$150/day
11 - 30 people	\$250/day
31 - 49 people	\$500/day
Over 50 people	\$750/day

Commercial Still Photography

1 - 10 people	\$50/day
11 - 30 people	\$150/day
Over 30 people	\$250/day

Background. The memorials at WWII Valor in the Pacific National Monument represent the sacrifices made by thousands of American men and women under terrible circumstances. These memorials honor their sacrifice and preserve their stories for future generations.

Film permit. Applicants and permit holders acknowledge that the following conditions are in place to ensure the dignity and respect due to those Americans whose lives were lost and to their families who have lost loved ones.

In the immediate vicinity of the USS *Arizona*, USS *Oklahoma* and USS *Utah* Memorials and the Pearl Harbor Visitor Center:

Any permit issued will be for filming and photography, alone: no on screen dialogue is allowed through this permit on the USS *Arizona*, USS *Utah*, and USS *Oklahoma* Memorials, on the floating dock near the USS *Arizona* Memorial or on the mooring quays along Battleship Row. The permit holder is required to present to the National Park Service the text of storylines, voice over narratives, story arc descriptions and other scene-related commentary utilizing images of the memorials as a part of the permit application process. NPS will review this information solely for purposes of determining if the legal criteria for issuance of a filming and photography permit are met. Choice of content is that of the applicant, alone, and will not be regulated by NPS.

Issuance of a film permit by the National Park Service does not provide any rights, consents, or authorizations (1) to film, photograph or record (regardless of form or the media on which it may be recorded) or use the name(s) of any individuals, including without limitation any Monument visitors; or (2) regarding to any claims of right of privacy or publicity that may be asserted by any individuals whose name, photographic likeness, image and/or voice may be contained in any films or photographs made. NPS is not liable for the disclosure, use or reproduction of any such recorded information.

Underwater Photography. Underwater photography of the wrecks of the USS *Arizona* and the USS *Utah* may only be conducted by the NPS and not by commercial or individual photographers. These wrecks serve as tombs for the members of the Armed Services who gave their lives to their country while aboard those battleships during the attack on Pearl Harbor, Hawaii on December 7, 1941. This restriction reflects the character of the wrecks and assists in the preservation of these resources. The permit applicant acknowledges the following:

1. Use of underwater video footage or still imagery of the USS *Arizona* and/or USS *Utah* maintained by NPS must be requested through the film application process. The National Park Service will identify what imagery or video footage is available to the permit applicant.

2. If the video footage or still imagery available through the National Park Service is not acceptable to the permit applicant, the permit applicant may—at its sole discretion—support all government costs associated with acquiring new video footage or still imagery by the National Park Service.
3. The permit applicant acknowledges that all existing or newly acquired video or film footage or still imagery or record (regardless of form or the media on which it may be recorded) will be the property of the US Federal Government which shall have the right to use, disclose, reproduce, prepare derivative works, distribute copies to the public and perform publicly and display publicly, in any manner and for any purpose, and to have or permit others to do so.

Be safe, protect the natural and cultural resources, and always allow for other visitor access

All filming will be done in such a way that provides for the protection of park resources and for the positive experience of the visitor. The safety of park visitors and employees, and film crewmembers will be ensured during all filming activities.

Comply with all NPS escort requests.

Do not alter, move, or disturb any park features protected by federal law against disturbance, removal or destruction.

All crewmembers will remain in your group.

Always allow for visitor access, use, and enjoyment of an area.

Do not enter areas closed to the public unless permission is preauthorized and the crew is physically accompanied by US National Park Service personnel.

The National Park Service is required to recover costs associated with filming:

The Monument may assign a ranger to monitor your group for part or all of the shooting. The ranger will monitor the film crew's activity, provide essential resource protection and safety information, and inform visitors about the special use activity. NPS staff may also be assigned (at the NPS' sole discretion) to provide resource education interviews. NPS Staff have the authority to suspend filming permit activities if terms and conditions are not adhered to.

The NPS Staff Escort fee is \$50 per hour with a two hour minimum per day.

(NPS Form 10-932)
(OMB No. 1024-0026)
(VALR Form 11-2010)

National Park Service WWII Valor in the Pacific National Monument

1845 Wasp Blvd. Bldg 176
Honolulu, HI 96818
Phone (808) 725-6150

Fax (808) 725-6161

**National Park Service
WWII Valor in the Pacific National Monument
1845 Wasp Blvd., Bldg #176
Honolulu, HI 96818
(808) 725-6150**



**Application for Special Use Permit
Commercial Filming/Still Photography**

Please supply the information requested below. **Attach additional sheets, if necessary, to provide required information.** A nonrefundable processing fee of \$xxx.xx must accompany this application unless the requested use is an exercise of a First Amendment right. You must allow sufficient time for the park to process your request; check with the park for guidelines. You will be notified of the status of the application and the necessary steps to secure your final permit. Your permit may require the payment of cost recovery charges and proof of liability insurance naming the United States of America as also insured.

Enter either a social security number OR a tax ID number: we do not require both.

Applicant Name:	Applicant Company:
Social Security #:	Tax ID #:
Street/Address:	Street/Address:
City/State/Zip Code:	City/State/Zip Code:
Telephone #:	Contact name:
Cell phone #:	Telephone #:
Fax #:	Fax #:
Email:	Email:

Project name:	Telephone #:
Location manager:	Cell phone #:
	Email:

TYPE OF PROJECT: Still photography video/motion picture/film

Detailed description of onsite activities: (attach additional pages as necessary)

LOCATION SCHEDULE:

Each date and each location must have an individual entry – use additional pages as necessary.

DATE	LOCATION	Start Time	End Time	Interior or Exterior	Activity: Set-Up/ Film / Non-Filming /Breakdown	# of cast & crew*

*number in this column should include all individuals present at the location

Talent comprises anyone in front of the camera and includes, but is not limited to, actors, hosts, correspondents, presenters, park visitors, cooperators, volunteers, National Park Service and concessioner staff, etc.

Do you intend to utilize talent? Yes No

If yes, provide a full description of who they are and how they will be utilized:

Description of equipment including backdrops, sets, props, etc., to be added to or constructed on park lands:

ELECTRICAL REQUIREMENTS: (explain) _____

Generator(s): No Yes, quantity _____ size _____

Lighting: None Reflectors only Yes

Explain: _____

Road Use: _____ Date/time: _____

Road closure requested? No Yes

Driving shots Drive-bys Tow shots Drive-ups & Away Wet down road

Camera/Equipment on Road Shoulder Camera/Equipment on median Other (explain)

CAMERAS (check all that apply)

Hand ____ Tripod____ Dolly____ Dolly w/track footage ____ Crane or jib arm ____ Arm footage ____

Portable crane____ Car mount ____ Camera car, shot maker, or process trailer ____

OPERATIONAL INFORMATION:

Vehicles:

Number of Cars, SUVs or light pick-up trucks _____

Number of Vehicles greater than a 10,000 lbs. (class 3 or higher) _____

NOTE: Large or oversized vehicles may not be able to be accommodated or additional steps may need to be taken to ensure that no damage to park resource occurs.

BASE CAMP LOCATION: (attach diagram): _____

SPECIAL ACTIVITIES

INVOLVEMENT OF MINORS:

Children: None Yes # of Children _____ Age Range _____

LIVESTOCK and/or TRAINED ANIMALS:

Number and type of animal: _____ Manner of transportation: _____

Staging/corralling needs (attach plan if necessary): _____

AIRCRAFT: No Yes (explain)

NOTE: All aircraft use over park lands should be listed. Landings must be specifically requested and approved as a condition of your permit.

SPECIAL EFFECTS (including weapons, pyrotechnics, etc): No Yes (identify)

Effects Technician Name: _____ Phone # _____

License # (if applicable) _____ Permit # (if applicable) _____

STUNTS: No Yes (explain)

Coordinator _____ Phone # _____ Email _____

Any other unusual or hazardous activities? No Yes (explain)

Have you physically visited the requested area?

☐Y ☐N

When answering yes to any of the following questions, provide additional information:

Do you have, or are you applying for, a permit with another Federal, State or local agency for this activity? ☐Y ☐N

Have you had previous permits from the National Park Service? ☐Y ☐N

Have you ever been denied a permit or had a permit revoked? ☐Y ☐N

Have you forfeited a bond or other security for filming on Federal lands? ☐Y ☐N

Are there any pending investigations against you which involve a commercial filming permit ☐Y ☐N

Do you plan to advertise or issue a press release about this activity? ☐Y ☐N

Do you anticipate any security concerns? If yes, explain. ☐Y ☐N

You are encouraged to attach additional pages with information useful in evaluating your permit request including: story boards or scripts, set construction, parking plan, security plans, sanitary facilities, crowd control, emergency medical plan, off-road activity, trail use, use of any building and site clean-up.

PROJECT ADMINISTRATION:

Are you applying for this permit on behalf of another person or company? ☐Y ☐N

If yes, provide a full description (including contact information) of all other individuals/companies involved with this project (attach additional sheets if needed):

CONTACTS:

Person on location responsible for adherence to all terms & conditions of the permit:

Name: _____ Title: _____

Phone: _____ Cell Phone: _____ Email: _____

Person on location responsible for coordinating activities with the NPS:

Name: _____ Title: _____

Phone: _____ Cell Phone: _____ Email: _____

Person at the company office to contact for follow up information and billing:

Name: _____ Title: _____ Phone: _____

Email: _____

I hereby state that the above information given is complete and correct, and that no false or misleading information or false statements have been given. All estimates are reliable to the best of my knowledge and I have the full authority to represent the applicant/production company and the project described above.

Signature _____ **Title** _____ **Date** _____

Company Name _____

Note: this is an application only, and does not serve as permission to conduct special activity in the park. The information provided will be used to determine whether a permit will be issued. Send the completed application along with the application fee in the form of a cashier's check or money order made payable to **National Park Service** to _____ at the Park address found on the first page of this application.

If your request is approved, a permit containing applicable terms and conditions will be sent to the person designated on the application. The permit must be signed by the responsible person and returned to the park for final approval by the Park Superintendent.

Notice to Customers Making Payment by Personal Check: When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

NOTICES

Privacy Act Statement: The Privacy Act of 1974 (5 U.S.C. 552a) provides that you be furnished with the following information in connection with information required in this application. This information is being collected to allow the park manager to make a value judgment on whether or not to allow the requested use. Applicants are required to provide their social security or taxpayer identification number for activities subject to collection of fees and charges by the National Park Service (31 U.S.C. 7701). Information from the application may be transferred to appropriate Federal, State, and local agencies, when relevant to civil, criminal or regulatory investigations or prosecutions.

Paperwork Reduction Act Statement: We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to provide the park managers the information needed to decide whether or not to allow the requested use. All applicable parts of the form must be completed in order for your request to be considered. You are not required to respond to this or any other Federal agency-sponsored information collection unless it displays a currently valid OMB control number.

Estimated Burden Statement: Public reporting burden for this form is estimated to average 30 minutes per response including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any aspects of this form to the Information Collection Clearance Officer, National Park Service, 1849 C Street NW (1237), Washington, D.C. 20240.

Title 18 U.S.C. Section 1001 makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.